



**January, February, March 2007  
South Hill, VA**



The worst mistake a boss  
can make is not to say "well  
done".

John Ashcroft

# *Employer Newsletter*

## **FIRST EVER EMPLOYER CONFERENCE**



Over the past 3-½ years, our Virginia Employment Commission (VEC) Workforce Center has made an effort to provide you with important work related information by way of quarterly newsletters. I hope that you have found them helpful and even had an opportunity to use some of that information!

In this Employer Newsletter, you will learn of a very exciting event being planned for April 20. The South Hill VEC and the Employer Advisory Committee are hosting this area's first *Employer Conference*. Planning committees consisting of employers from all over Mecklenburg County and South Hill VEC staff have been busy identifying topics and planning logistics to ensure this conference is worth your time and your registration fee!

Conference information located on back page. Check it out. Seating is limited and we are expecting a sellout crowd! Reserve your place soon.

*Carolyn Leslie*  
*VEC Workforce Center Manager*

During the period Oct. 1, 2006 through Dec. 31, 2006, the VEC Workforce Center recorded 2,579 walk-in visits to our



office. Those visiting sought a variety of services: Job Services, Unemployment Insurance, Trade

Act, Workforce Investment Act services, use of the resource room, Tax and Veteran services, to meet with employers, to meet with partner agency representatives, and to attend mandatory RSO (Re-employment Services Orientation) and REA (Re-employment Assessment) sessions.

### ***VEC staff:***

- Took 114 job orders from employers for a total of 221 job openings;
- Made 1,356 referrals to job orders listed with VEC offices from across the state;
- Registered 425 new applicants; renewed 681 job seekers' registration;
- Referred 61 individuals to partner agencies;
- As a result of these services, 430 individuals obtained employment

## Lobby Hours:

8:30am - 4:30pm  
M, T, Th, F  
9:00am - 4:30pm  
Wednesday

## Hours of Operation:

8:00am - 5:00pm  
Monday - Friday

## **BUSINESS HOURS / LOCATION**



Virginia Employment  
Commission  
910 North Mecklenburg  
Avenue, South Hill, VA 23970

## **Virginia Workforce Center**

You may reach us at  
(434) 447-7103 or  
visit our website  
[www.vaemploy.com](http://www.vaemploy.com)

# The Virginia Employment Commission is proud to present the newly revamped Community Profiles!

These documents feature a wealth of information including demographic, economic, and educational data. Each report is automatically updated every time we make changes to our database, so you can be assured they will always be up-to-date.

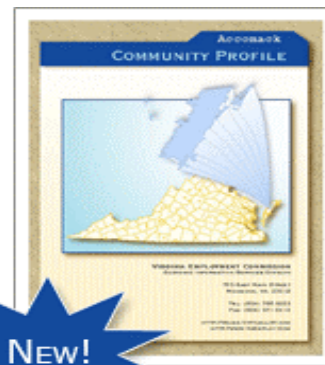
## Unemployment Rates as of December 2006

### **CIVILIAN LABOR FORCE**

Mecklenburg Co. (13,234)  
Brunswick Co. (6,684)

Virginia	2.7%
Mecklenburg Co.	4.2%
Brunswick Co.	4.2%
United States	4.3%
South Central Workforce Investment Area	4.2%

Visit [www.vaemploy.com](http://www.vaemploy.com), click on "Labor Market Information" and then "Products" to download a copy of any county or city in Virginia.



**New!**

## Free Webinar: Basic eVA Registration

**Region:** Statewide. Feb. 21, 2007  
**Host:** Virginia Department of Business Assistance  
**Venue:** Your Home or Work Computer

Learn how to register with eVA, the Commonwealth of Virginia's online procurement system, so your business can compete for state contracts. This FREE online training session, requiring a phone and Internet connection, takes place from noon to 1PM. Pre-registration required; instructions on how to participate will be emailed with registration confirmation. To register, send an email indicating your desire to participate to [Serwa.Lee@vdba.virginia.gov](mailto:Serwa.Lee@vdba.virginia.gov) or call (804) 371-0465. For assistance with the six items needed to maximize the training, call VDBA's business information center at 1-866-248-8814 and reference this Webinar date.



## U.S. Department of Labor

### Work Opportunity Tax Credit (WOTC) &

### Welfare-to-Work Tax Credit Programs

The Ticket to Work and Work Incentives Improvement Act of 1999 reauthorized the Work Opportunity Tax Credit (WOTC) and the Welfare-to-Work Tax Credit (WtW) for employers who hire long-term welfare recipients. Long-term recipients can earn their employer a tax credit of up to \$3500 for their first - and \$5000 for their second - year of employment. Welfare recipients and members of other target groups can earn employers a WOTC credit of up to \$2400 in the first year. The number of new hires who can qualify employers for these credits is unlimited.

For specific details about the benefits of this program, and the requirements for eligible employees, contact the Virginia Employment Commission (VEC) at 804-786-4468. Employers must apply for and receive certification from the VEC that their new hire belongs to one of nine groups of jobseekers eligible for the WOTC or WtW programs before claiming it on their federal income tax return.

#### To apply employers need only complete two single-page forms:

1. IRS form 8850: this form must be mailed to the VEC no later than the 21st day after the job applicant begins work. It may be obtained by calling the IRS at 1-800-829-3676 or visiting their website [www.irs.gov](http://www.irs.gov)
2. **U.S. Department of Labor** [ETA form 9061](#) to receive the form by mail call the VEC WOTC unit at 804-786-4468 or fax your request to 804-786-6091.

Employers should mail the completed, signed IRS and ETA forms to:

**Virginia Employment Commission  
WOTC Coordinator - Room 308  
P. O. Box 1358  
Richmond, VA 23218-1358**

### Calling all employers!

Federal and State law requires employers to report newly hired and re-hired employees in Virginia to the Virginia New Hire Reporting Center within 20 days of their hire date. New hire reporting speeds up the child support income withholding order process, expedites collection, and quickly located non-custodial parents – new hire reporting helps children receive the support they deserve!

What you *may not know* is that this information is also used to help detect and prevent fraudulent Worker's Compensation, Welfare benefits and Unemployment Insurance payments. In fact, during the month of January, two such cases were detected in Mecklenburg County! Those two individuals are now required to repay Unemployment Insurance benefits they received while they were earning wages!

### Is the job of managing workers a new concept for you?



If so, did you know that "It's Ok to Ask 'Em to Work....."! Check out one of our Virginia Workforce Center's most requested resources authored by Frank McNair. Read from his twenty years of close observations on how to manage smartly. He uses humor and real-life situations to provide insight on how to simplify your life and improve your performance.

Call VEC to reserve your copy  
434-447-7103



**Join other Human Resource/Personnel Managers, Front-line Supervisors and Business Owners to hear professional presentations on timely, work related issues.**

## **Five workshops will be offered:**

- Payment of Wage Law
- Safety
- Unemployment Insurance
- Best Practices in Avoiding & Detecting Harassment & Retaliation Claims in 2007
- Worker's Compensation

**Your \$25.00 registration fee includes continental breakfast, lunch, breaks, all handouts and your choice of attending three of the five workshops.**

**Deadline to register April 6, 2007**

**Seating is limited**

**To learn more or to have a registration form faxed or emailed to you call VEC @ 434-447-7103 or email [carolyn.leslie@vec.virginia.gov](mailto:carolyn.leslie@vec.virginia.gov)**